

PF RETURN



Employees Provident Fund

An Enterslice Guide



WHAT IS EMPLOYEES PROVIDENT FUND

EPFO is one of the social security organizations with a large volume of financial transactions taking place in the country. EPF benefits are availed by the employees on their retirement in the form of amounts accumulated in the Employees Provident Fund.



During the working tenure, employee and employer both contribute 12 percent of the basic salary of employee into EPF account. Employee's entire 12 percent goes into EPF account and Employer's 3.67 percent is transferred into EPF account of employee. Rest 8.33 percent from employer's side is diverted in Employees Pension Fund (EPF).





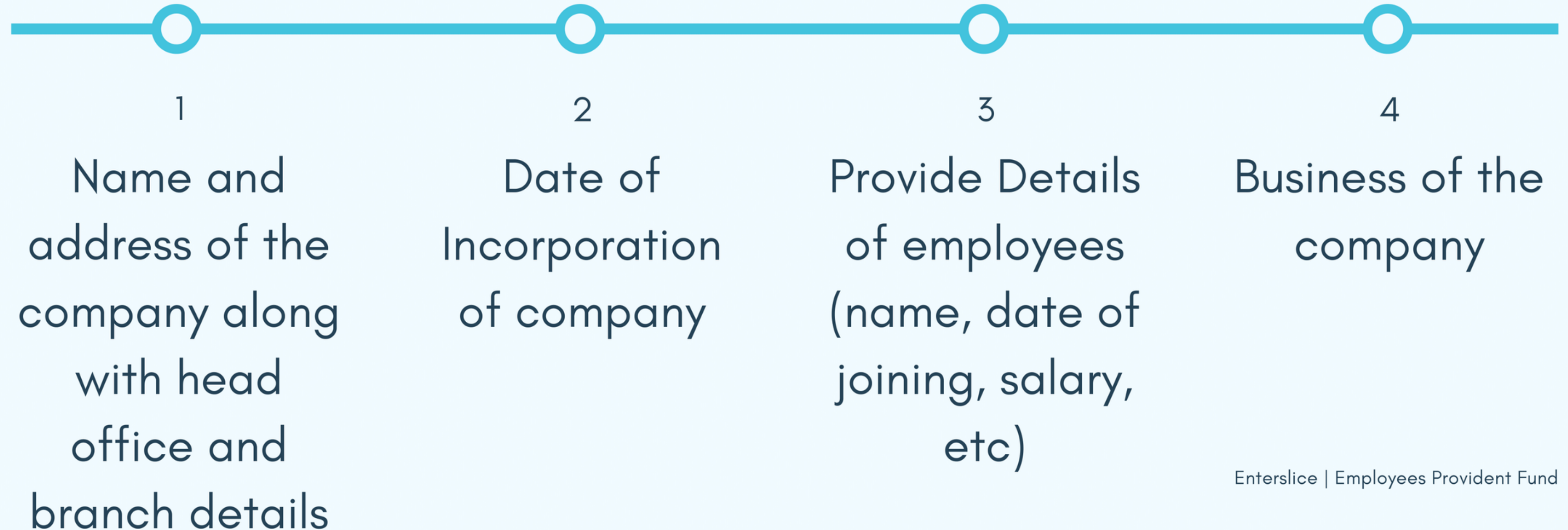
EPF REGISTRATION

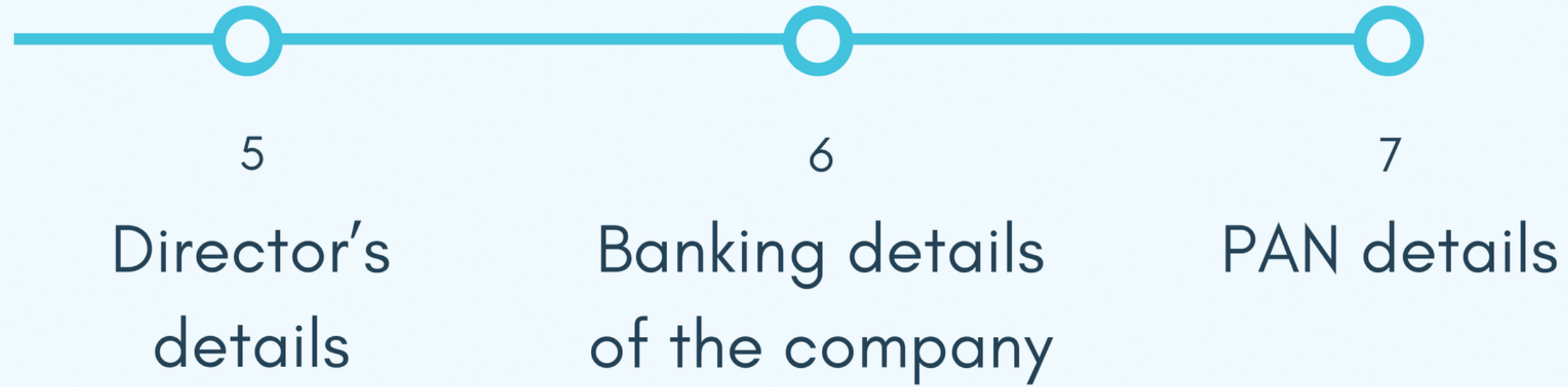
EPF Registration is mandatory for companies/organizations having more than 20 individuals.

Registration can be done online and offline both but preferably done with online mode.

EMPLOYER NEEDS TO PROVIDE FOLLOWING DETAILS

ALONG WITH EPF FORM WHICH CAN BE DOWNLOADED FROM EPFO WEBSITE





DOCUMENTS ARE REQUIRED TO FURNISH FOR SUCCESSFUL REGISTRATION OF EPF

List of Required Documents

Copy of partnership deed (In case of partnership firm) 1

Certificate of Incorporation (In case of Private or Public Company) 2

Registration Certificate (In case of society) 3

PAN details of the company & Incorporation Proof 4

Salary details of employees & Balance Sheet 5

TALK TO US!

EMAIL

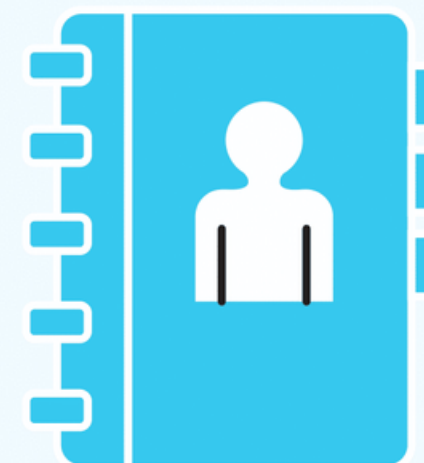
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